

Coronavirus (Covid-19) Risk Assessment -Cuckoo Meadow Pre School
20th May 2020
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Dear Parents,

We have produced this thorough document because paramount to us all is protecting the staff and the children at Cuckoo Meadow and we appreciate everyone's support in carefully reading and adhering to the guidelines set out below.

This Risk Assessment has been prepared in line with Government guidance, specifically *Actions for education and childcare settings to prepare for wider opening from 1 June 2020* as well as with the support and guidance of Hampshire Services, responsible for pre-school provision across Hampshire.

The Government's guidance documents can be accessed [here](#) and we would encourage you to familiarise yourself with these documents before your child returns to pre-school.

The Government's guidance on preparing for opening is available [here](#).

The Government's guidance on protective measures is available [here](#).

In line with the Government's guidance:

- We have completed a specific Risk Assessment which is attached.
- We have reviewed our class size by initially only offering 6 spaces per session.
- We have revised our session opening times by limiting our sessions to a morning session only from 9am to 12pm. This will enable deep clean time after the session in line with Government guidance.
- We have increased our staff to child ratios to enable closer adherence to social distancing rules, handwashing and the new play practices of pre-school.
- All staff have completed Infection Prevention and Control in an Early Year's Setting training and been fully briefed on all new practises outlined below.
- We have reviewed our curriculum and play provision, continuing to deliver the learning and development requirements set out by the EYFS standards as much as possible.

Cuckoo Meadow Preschool Risk Assessment:

Areas of Consideration:

Attendance:

- Children who start school in September 2020 will be prioritised for attendance initially to enable them to prepare for school.
- Children's sessions will be organised into small groups of attendance, wherever possible these small groups should not mix during the week.
- Children classed as clinically extremely vulnerable due to pre-existing medical conditions should not attend the session.

- Any child who lives in a household which is shielding a family member will not be allowed to attend the setting.
- Any child who has taken any form of medication such as paracetamol/ibuprofen will not be allowed into the setting for 48 hours after symptoms have ended.
- Only children who are symptom free or have completed the required isolation period will attend the setting.
- Parents to minimise, as far as possible, the number of childcare settings their child attends to help contain any cross contamination. The individual situation of each child will be reviewed and documented in advance of a return to pre-school and only in such cases where significant concerns are noted, would a delayed return to pre-school be proposed whilst further guidance is sought.

Drop off/pick up

- Where feasible, only one member of a household to drop off/pick up children.
- Where feasible, parents and children are encouraged to walk to and from pre-school while maintaining social distancing.
- Social distancing must be adhered to at all times both in the playground and the car park. Whilst queuing in the morning, please wait using the markers on the playground, only moving forward as children are taken inside.
- Children will be taken by a member of staff from parents at the main door and they will then immediately go and wash their hands before being taken to a play station.
- Parents will not be permitted to enter the pre-school.
- No toys, teddys or blankets (or similar) to enter the building. Show and tell will not take place but will continue to happen virtually via our Facebook page.
- Children will wash their hands at the end of the day before they are released for collection.
- As normal, one child at a time will be released for collection at the end of the session by one parent who is to socially distance themselves on the playground. The child will be asked to walk from the door to you.

Change of clothes and water bottles

- Children must wear clean, laundered clothes daily, which should then be washed as soon they return home.
- A change of clothing for your child should be brought to pre-school in a bag that can be placed on their coat peg.
- Named water bottles must be brought in, these should be hot washed as soon as they come back home.
- No reading books will be issued from pre-school during this time. Please do not return any pre-school library books you may have to us at this time.

Physical Distancing

- Return will be graduated. During the first two weeks, the session will run from 9am to 12pm only with no lunch club or afternoon session, a full day will be reviewed as and when appropriate. This will greatly aid physical distancing within the setting.

- The pre-school room will be set up with separate play stations to which one child will be assigned. The children will rotate through the play stations with toys/activities being cleaned/changed each time a child rotates, taking care to avoid cross-contamination.
- Limited resources will be available, helping the staff to effectively clean between each use.
- At snack time, children will sit at individual tables. Should we extend our hours to include lunch, this would also apply.
- The use of communal areas such as the disabled toilet will be restricted to one child at a time.
- If an accident happens whilst it is dealt with no one else should use the bathroom, any child requiring the bathroom at this time will be taken to communal toilets used by the staff.
- Doors and windows will be opened frequently to encourage ventilation, when possible.

Children's Wellbeing and education

- Children should be supported to understand the changes and challenges they may be encountering as a result of Covid-19 and staff need to ensure they are aware of children's attachments and their need for emotional support at this time.
- Parents are encouraged to share any specific concerns they may have to help facilitate a smooth return to pre-school.

If a child starts developing symptoms

- If a child begins to display a continuous cough or a high temperature, they will be sent home to isolate as per the Government's guidelines.
- A child awaiting collection should be moved if possible and appropriate to the Doris Cook room with an adult to await pick up.
- If it is not possible to maintain social distancing whilst waiting with the child, the staff member should wear appropriate PPE including a mask, apron and gloves. More information on these protocols are detailed in the Government's guidance documents shared above.
- Should any child attending the setting receive a positive Covid 19 test, the pre-school would be required to close to enable a 14 day isolation period. The Government's advice should then be followed by all those impacted and their immediate families.

Workforce

- Staff should only attend pre-school if they and other members of their household are symptom-free, they have completed the required isolation period if they or another member of their household displayed symptoms or if they have achieved a negative result.
- Should any staff member attending the setting receive a positive Covid 19 test, the pre-school would be required to close to enable a 14 day isolation period. The Government's advice should then be followed by all those impacted and their immediate families.

- Consideration should be given to limiting the number of staff in the pre-school session at any one time to only those required to care for the expected occupancy levels on any given day.
- Practitioners should receive clear communication regarding the role they play in safe operating procedure and all measures being taken to ensure the safety of the children and themselves.
- Staff MUST wash hands before food preparation.
- Adults to handle eaten food as little as possible.
- Adults and children to be responsible for their own food rubbish.
- Staff to have completed online training on infection control and standard operational procedure.
- Staff wellbeing to be prioritised and a flexible approach be adopted as much as possible as required.
- If staff choose to wear face coverings guidance will be issued to ensure that they do so safely.

Parents

- Parents should receive clear communication regarding the role they play in safe operating procedures and all measures being taken to ensure the safety of their children and themselves.

Parents Committee

- Where possible Parents Committee meetings should take place via virtual conferencing.

Cleaning

- Follow Government's guidance on cleaning of non-healthcare setting.
- Clean and disinfect frequently touched surfaces throughout the day. This includes tables, chairs, resources, equipment, doorknobs, light switches, handles, toilets, taps, soap pumps and sinks.
- Wear one pair of disposable gloves for cleaning and dispose of immediately after cleaning.
- Regularly clean electronics, such as phone, tablets, keyboards throughout the day.
- Ensure children wash hands on arrival at the pre-school and regularly throughout the day, as well as before eating, after coughing or sneezing.
- Wash hands regularly for 20 seconds using soap and water, ensuring the hand-washing station is accessible and stocked with soap.
- Children should be supported to do as much for themselves as possible.
- Should a child have an accident, once the child has been sorted out then the bathroom will be cleaned and disinfected before being used by anyone else.
- Children who touch their face will be encouraged to stop then wash their hands

Please can you sign and date the tear-off slip below to say that you have read and understood this Covid-19 Risk Assessment and bring into pre-school when your child attends their first session.

I have read and understood the Covid-19 Risk Assessment. I agree to adhere to all the directions set out above regarding **attendance, drop off pick up and my child's health**

Signed-----

Date of Review -----